

**THIRTY-THIRD JUDICIAL DISTRICT
INDIGENT DEFENDER FUND
ALLEN PARISH, LOUISIANA**

**ANNUAL FINANCIAL STATEMENTS AND
INDEPENDENT ACCOUNTANTS' REVIEW REPORT**

As of and for the Year Ended June 30, 2017

**Royce T. Scimemi, CPA, APAC
Oberlin, LA**

**THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
ALLEN PARISH, LOUISIANA**

**ANNUAL FINANCIAL STATEMENTS AND
INDEPENDENT ACCOUNTANTS' REVIEW REPORT
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THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Management's Discussion and Analysis

Within this section of the Thirty-Third Judicial District Indigent Defender Fund's (District) annual financial report, the District's management is pleased to provide this narrative discussion and analysis of the financial activities of the District for the year ended June 30, 2017. The District's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANCIAL HIGHLIGHTS

- The District's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by \$92,712 (net position) for the year reported.
- Total revenues of \$320,228 exceeded the total expenses of \$225,325, which resulted in a current annual surplus of \$84,903, compared to a prior fiscal year deficit of \$50,081, resulting from expenses of \$258,103 exceeding revenues of \$208,022.
- As of June 30, 2017, total net position is comprised of the following:
 - (1) Capital assets of \$1,347 include property and equipment, net of accumulated depreciation, and are reduced for outstanding debt, if any, related to the purchase of capital assets.
 - (2) Unrestricted net position of \$91,365 represents the portion available to maintain the District's continuing obligations.

Comparatively, as of June 30, 2016, total net position was comprised of the following:

- (1) Capital assets of \$2,057 include property and equipment, net of accumulated depreciation, and are reduced for outstanding debt, if any, related to the purchase of capital assets.
 - (2) Unrestricted net position of \$5,752.
- The District's governmental funds reported total ending fund balances of \$90,218 and \$133 at June 30, 2017 and June 30, 2016, respectively. Therefore, they reflect an increase of \$90,085 in the year ended June 30, 2017 and a decrease of \$36,568 during the fiscal year end June 30, 2016.
 - At the end of the current fiscal period, unassigned fund balance for the General Fund was \$90,218, or 39% of total General Fund expenditures and 28% of total General Fund revenues. At the end of the prior fiscal year, unassigned fund balance for the General Fund was \$133, or 0.05% of total General Fund expenditures and 0.06% of total General Fund revenues.
 - Overall, the District's financial position improved during the fiscal year and the Public Defender continues to work to improve on this financial position. However, the Public Defender has little, if any, control over the amount of revenue that the District receives. Thus, for the most part, the court costs and fines collected are regulated by state statutes and the operating grants from the state are subject to the budgetary constraints of the Louisiana Public Defender Board.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Management's Discussion and Analysis

The above financial highlights are explained in more detail in the "financial analysis" section of this document.

OVERVIEW OF FINANCIAL STATEMENTS

This Management's Discussion and Analysis document introduces the District's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The District also includes in this report additional information to supplement the basic financial statements. Comparative data is presented when available.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The District's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the District's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

The first of these government-wide statements is the *Statement of Net Position*. This is the government-wide statement of position presenting information that includes all of the District's assets and deferred outflows of resources, as well the liabilities and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District as a whole is improving or deteriorating. Evaluation of the overall health of the District would extend to other nonfinancial factors such as diversification of the revenue base, in addition to the financial information provided in this report.

The second government-wide statement is the *Statement of Activities*, which reports how the District's net assets changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the District's distinct activities or functions on revenues provided to the District.

The government-wide financial statements are presented on pages 12 and 13 of this report.

FUND FINANCIAL STATEMENTS

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The District uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District's most significant funds rather than the District as a whole.

The District has one type of fund, the General Fund, which is a governmental fund. *Governmental funds* are reported in the fund financial statements and encompass the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the District's governmental fund. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

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Management's Discussion and Analysis

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives.

The basic governmental fund financial statements are presented on pages 15 through 18 of this report.

NOTES TO THE BASIC FINANCIAL STATEMENTS

The accompanying notes to the basic financial statements, found on pages 19 through 30 provide information essential to a full understanding of the government-wide and fund financial statements.

OTHER INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's budget presentations, net pension liability and pension contributions. The budgetary comparison schedule for the general fund demonstrates compliance with the District's adopted and final budget. Additional required supplementary information includes the schedule of the District's proportionate share of net pension liability and the schedule of the District's pension plan contributions. Required supplementary information can be found on pages 33 to 36 of this report. Other supplementary information included in this report, besides the required supplementary information, consists of the schedule of compensation, benefits and other payments to the chief executive officer (page 38).

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Changes in net position may be observed and used to discuss the changing financial position of the District as a whole. The District's net position at fiscal year-end is \$133. The following table provides a summary of the District's net position:

	<u>6/30/2016</u>		<u>6/30/2017</u>	
Assets:				
Current assets	\$ 15,559	88%	\$ 98,061	99%
Capital assets	<u>2,057</u>	<u>12%</u>	<u>1,347</u>	<u>1%</u>
Total assets	<u>17,616</u>	<u>100%</u>	<u>99,408</u>	<u>100%</u>
Deferred outflows of resources	<u>45,027</u>	<u>100%</u>	<u>31,779</u>	<u>100%</u>
Liabilities:				
Current liabilities	15,426	31%	7,843	23%
Noncurrent liabilities	<u>33,972</u>	<u>69%</u>	<u>26,045</u>	<u>77%</u>
Total liabilities	<u>49,398</u>	<u>100%</u>	<u>33,888</u>	<u>100%</u>
Deferred inflows of resources	<u>5,436</u>	<u>100%</u>	<u>4,587</u>	<u>100%</u>
Net Position:				
Investment in capital assets, net of related debt	2,057	26%	1,347	1%
Unrestricted	<u>5,752</u>	<u>74%</u>	<u>91,365</u>	<u>99%</u>
Total net position	<u>\$ 7,809</u>	<u>100%</u>	<u>\$ 92,712</u>	<u>100%</u>

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Management's Discussion and Analysis

The District improved on its current ratios as of the end of the current fiscal year after experiencing a substantial decline in the previous year. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. The current ratios are 12.5:1 and 1.01:1 for the current and prior fiscal periods, respectively. Note that approximately 26% of the governmental activities' net position is invested in capital assets. The District uses these capital assets to provide services to its citizens.

Overall, the District reported net position of \$92,712, and \$7,809 for the current and prior fiscal years, respectively. This amounts to an increase in net position of \$84,903 and a decrease in net position of \$50,081 for the current and prior fiscal years, respectively. The District has \$1,347 invested in capital assets, net of \$4,797 in accumulated depreciation. The District's overall financial position improved during current fiscal period, but it remains substantially dependent on sufficient levels of state funding and judicial system revenues.

The following table provides a summary of the District's changes in net position for the current annual and prior fiscal years:

	<u>6/30/2016</u>		<u>6/30/2017</u>	
Program Revenues:				
Court costs & other charges	\$ 167,988	81%	\$ 203,778	64%
Operating grants	40,022	19%	114,847	36%
General Revenues:				
Miscellaneous income	-	-	1,564	-
Interest income	<u>12</u>	<u>-</u>	<u>39</u>	<u>-</u>
Total Revenues	208,022	<u>100%</u>	320,228	<u>100%</u>
Program Expenses				
Indigent Defense	<u>258,103</u>	<u>100%</u>	<u>235,325</u>	<u>100%</u>
Change in Net Position	(50,081)		84,903	
Beginning Net Position	<u>57,890</u>		<u>7,809</u>	
Ending Net Position	<u>\$ 7,809</u>		<u>\$ 92,712</u>	

GOVERNMENTAL REVENUES

The District is heavily reliant on court costs and related charges as well as state grant funding to support governmental operations. Court costs, related charges and state grant income provided 100% of the District's total revenues for the current fiscal year and the prior fiscal year. As a result, court costs, related charges and operating grants are the principal sources of revenue and substantially affect the District's revenue stream.

Governmental Functional Expenses

The total function of the District is indigent defense. Of the total cost, depreciation on the property and equipment was \$710 and \$880, or less than 1% of total expenses for the fiscal years ended June 30, 2017

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Management's Discussion and Analysis

and June 30, 2016, respectively.

Financial Analysis of the District's Funds

Governmental Funds

As discussed, governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements.

Governmental funds reported an ending fund balance of \$90,218 at June 30, 2017, which compares to the prior year ending balance of \$133 at June 30, 2016. The total fund balance increased by \$90,085 in the fiscal year ending June 30, 2017, after having decreased by \$36,568 in the previous fiscal year ending June 30, 2016.

Major Governmental Funds

The General Fund is the District's only operating fund and the source of day-to-day service delivery. The General Fund's fund balance increased by \$90,085 for the current fiscal year after having decreased by \$36,568 in the fiscal year ending June 30, 2016. In the current fiscal period, revenues increased \$111,211 mainly due to increases in state grants and court cost revenue. Operating expenditures decreased by \$14,442 in the current fiscal period.

BUDGETARY HIGHLIGHTS

The General Fund – When the original budget was adopted, it was anticipated that state funding and court cost revenues would both increase. It was also anticipated that the expenditures would remain constant. The budget was not amended during the year ending June 30, 2017.

The actual revenues exceeded budgeted revenues by \$24,760 or 8% and the actual expenditures were less than budgeted expenditures by \$37,341 or 14%.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The District's investment in capital assets, net of accumulated depreciation as of June 30, 2017 and June 30, 2016, was \$1,347 and \$2,057, respectively. See Note B for additional information about changes in capital assets during the fiscal period and the balance at the end of the fiscal period. The following table provides a summary of capital asset activity:

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Management's Discussion and Analysis

	<u>6/30/2016</u>	<u>6/30/2017</u>
Depreciable assets:		
Machinery and equipment	\$ <u>6,144</u>	\$ <u>6,144</u>
Total depreciable assets	6,144	6,144
Less accumulated depreciation	<u>4,087</u>	<u>4,797</u>
Book value-depreciable assets	\$ <u>2,057</u>	\$ <u>1,347</u>
Percentage depreciated	<u>66%</u>	<u>78%</u>
Book value-all capital assets	\$ <u>2,057</u>	\$ <u>1,347</u>

Depreciation expense of \$710 were all charged to indigent representation.

Long-term debt

At the end of the fiscal period, the District had no long-term debt other than its actuarially determined net pension liability under the Parochial Employees Retirement System of Louisiana as explained in Note E.

ECONOMIC CONDITIONS AFFECTING THE DISTRICT

Since the primary revenue stream for the District is court cost and state grant income, the District's revenues are subject to changes without regard to the District's operating expenses.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the District's finances, comply with finance-related laws and regulations, and demonstrate the District's commitment to public accountability. If you have any questions about this report or would like to request additional information, contact the District Public Defender, Chad B. Guidry, at P.O. Box 399, Oberlin, LA 70655.

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND

P. O. Box 399
Oberlin, Louisiana 70655

We have reviewed the accompanying financial statements of the governmental activities and the only major fund of the Thirty-Third Judicial District Indigent Defender Fund (District), a component unit of the Louisiana Public Defender Board, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements. Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America ("GAAP"); this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility. Our responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Committee of the American Institute of Certified Public Accountants and the standards applicable to review engagements contained in *Government Auditing Standards* issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with GAAP. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountants' Conclusion. Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with GAAP.

Required Supplementary Information. GAAP require that the management's discussion and analysis (on pages 3-8), the budgetary comparison schedule (on page 33), and the schedules concerning net pension liability and pension contributions (on pages 34-36) be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. This required supplementary information ("RSI") is the representation of management and has been compiled from information that is the representation of management. We have reviewed the RSI and, based on our review, we are not aware of any material modifications that should be made to the RSI in order for it to be in accordance with GAAP. We have not audited the RSI and accordingly, we do not express an opinion on it.

Other Supplementary Information ("OSI"). In accordance with the *Louisiana Governmental Audit Guide* and Louisiana state law, we have attached a schedule of compensation, benefits and other payments to chief executive officer (on page 38), which is presented for purposes of additional analysis and is not a required part of the basic financial statements. The OSI is the representation of management. We have reviewed the OSI and based on our review, we are not aware of any material modifications that should be made to the OSI in order for it to be in accordance with GAAP. We have not audited the other supplementary information and accordingly, we do not express an opinion on it.

Royce T. Scimemi, CPA, APAC
December 29, 2017

Royce T. Scimemi, CPA, APAC

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE
FINANCIAL STATEMENTS

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Statement of Net Position

June 30, 2017

	Governmental Activities
ASSETS	
Current Assets	
Cash	\$ 78,336
Receivables	<u>19,725</u>
Total Current Assets	98,061
Noncurrent Assets	
Capital assets, net	<u>1,347</u>
Total Assets	<u>99,408</u>
DEFERRED OUTFLOWS OF RESOURCES	
Aggregated deferred outflows of resources	<u>31,779</u>
LIABILITIES	
Current Liabilities	
Accounts payable	2,451
Accrued payroll liabilities	<u>5,392</u>
Total Current Liabilities	7,843
Noncurrent Liabilities	
Net pension liability	<u>26,045</u>
Total Liabilities	<u>33,888</u>
DEFERRED INFLOWS OF RESOURCES	
Aggregated deferred inflows of resources	<u>4,587</u>
NET POSITION	
Invested in capital assets, net of related debt	1,347
Unrestricted	<u>91,365</u>
Total Net Position	<u>\$ 92,712</u>

See accompanying notes and independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Statement of Activities
Year Ended June 30, 2017

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expenses) Revenues and Changes in Net Position Governmental Activities</u>
		<u>Court Costs, and Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental activities:				
Indigent defense	\$235,325	\$203,778	\$ 114,847	\$ 83,300
General Purpose Revenues:				
				1,564
				<u>39</u>
				<u>1,603</u>
				84,903
				<u>7,809</u>
				<u>\$ 92,712</u>

See accompanying notes and independent accountants' review report.

FUND FINANCIAL STATEMENTS

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Balance Sheet – Governmental Fund

June 30, 2017

	<u>General Fund</u>
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	
Assets	
Cash	\$ 78,336
Receivables	<u>19,725</u>
Total Assets	98,061
Deferred Outflows of Resources	<u>-</u>
Total Assets and Deferred Outflows of Resources	<u>98,061</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	
Liabilities	
Accounts payable	\$ 2,451
Accrued payroll liabilities	<u>5,392</u>
Total Liabilities	7,843
Deferred Inflows of Resources	<u>-</u>
Total Liabilities and Deferred Inflows of Resources	<u>7,843</u>
Fund Balance	
Unassigned	<u>90,218</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 98,061</u>

See accompanying notes and independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Reconciliation of the Balance Sheet - Governmental Fund to the
Statement of Net Position

June 30, 2017

Total fund balance -- governmental fund	\$ 90,218
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund financial statements. Those assets consist of:	
Machinery and equipment, net of \$4,797 accumulated depreciation	1,347
Pension related items that are reported on the statement of net position, but not on the governmental fund balance sheet, consisting of:	
Deferred outflows of resources	31,779
Deferred inflows of resources	(4,587)
Net pension liability	<u>(26,045)</u>
Total net position -- governmental activities	<u>\$ 92,712</u>

See accompanying notes and independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Statement of Revenues, Expenditures and
Changes in Fund Balance – Governmental Fund

Year Ended June 30, 2017

REVENUES	
Court costs, fines and forfeitures	\$ 190,815
Indigents' application/attorney fees	12,963
Intergovernmental	114,847
Interest income	39
Miscellaneous income	<u>630</u>
 TOTAL REVENUES	 319,294
EXPENDITURES	
Program: Indigent Defense –	
Current	
Bank service charges	98
Contract services – accounting	8,162
Contract services – attorney/legal	18,944
Contract services – litigation support	5,446
Office expense/supplies	1,288
Payroll taxes	7,711
Retirement	11,475
Salaries	173,723
Telephone	2,362
Capital outlays	<u>-</u>
 TOTAL EXPENDITURES	 <u>229,209</u>
 CHANGE IN FUND BALANCE	 90,085
 FUND BALANCE - BEGINNING	 <u>133</u>
 FUND BALANCE - ENDING	 <u>\$ 90,218</u>

See accompanying notes and independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balance - Governmental Fund to the Statement of Activities

Year Ended June 30, 2017

Total net change in fund balance	\$ 90,085
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The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Depreciation expense for the year ended June 30, 2017	(710)
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Non-employer contributions made to retirement system for the benefit of participating District employees that are reflected on the government-wide statement of activities, but not in the governmental fund statement of revenues, expenditures, and change in fund balance.

934

Difference between pension expense being based on employer contributions which is reported on the governmental statement of revenues, expenditures, and change in fund balance, and pension expense that is actuarially calculated on the statement of activities

(5,406)

Total changes in net position – governmental activities	<u>\$ 84,903</u>
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See accompanying notes and independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Thirty-Third Judicial District Indigent Defender Fund, Allen Parish, Louisiana (District) was established under the provisions of Louisiana Revised Statutes 15:161 and 15:168 for the purpose of providing and compensating counsel appointed to represent indigents in criminal and quasi-criminal cases in Allen Parish, Louisiana. The District is administered by the District Public Defender for the Thirty-Third Judicial District in and for Allen Parish, Louisiana. The Thirty-Third Judicial District encompasses Allen Parish, Louisiana.

The more significant of the government's accounting policies are described below.

1. Reporting Entity

The District is part of the operations of the Louisiana Public Defender Board. The Louisiana Public Defender Board is a state agency created and established under Louisiana Revised Statute 15:146 to provide for the supervision, administration, and delivery of a statewide public defender system that provides uniform public defender services in all courts in Louisiana. As a result of the District being established as a part of the state agency for providing legal services, it is a component unit of the Louisiana Public Defender Board, an agency of the state of Louisiana.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. For financial reporting purposes, in conformance with GASB Statement No. 14, the Thirty-Third Judicial District Indigent Defender Fund includes all funds that are within the oversight responsibility of the Thirty-Third Judicial District Indigent Defender Fund.

As the governing authority, for reporting purposes, the Louisiana Public Defender Board is the financial reporting entity. The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

GASB Statement No. 14 established and GASB Statement No. 61 clarified the criteria for determining which component units should be considered part of the reporting entity for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include:

1. Appointing a voting majority of an organization's governing body and
 - a. The ability of the Louisiana Public Defender Board to impose its will on that organization, and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Louisiana Public Defender Board.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

2. Organizations for which the Louisiana Public Defender Board does not appoint a voting majority but are fiscally dependent on the Louisiana Public Defender Board.
3. Organizations for which the reporting entity financial statements could be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based upon the application of these criteria, the Thirty-Third Judicial District Indigent Defender Fund is a component unit of Louisiana Public Defender Board. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the Louisiana Public Defender Board, the general governmental services provided by that state agency, or the other governmental units that comprise that financial reporting entity. The District itself has no component units.

2. Basis of Presentation

The accompanying basic financial statements of the District have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The GASB is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, "Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments" issued in June 1999.

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the District as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through court costs, intergovernmental revenues, and other non-exchange revenues.

The statement of activities presents a comparison between direct expenses and program revenues for each of the functions of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues and direct expenses are further addressed below in Note A(11).

Fund Financial Statements

The District uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts.

The District has one fund, the General Fund, which is therefore considered its major fund.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

3. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide statement of net position and the statement of activities, the activities are presented using the “economic resources” measurement focus. In the fund financial statements, the activities are presented using the “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of Accounting

In the government-wide statement of net position and statement of activities, the activities are presented using the accrual basis of accounting, under which revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlays) generally are recorded when a liability is incurred, as under the accrual basis of accounting.

4. Cash

Cash includes amounts in demand deposits and time deposits with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. These deposits are stated at cost, which approximates market. Such deposits are subject to custodial credit risk which is the risk that the depository institution will not return the funds in the event of bank failure. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. At June 30, 2017, the District had cash and cash equivalents (book balances) totaling \$78,336, while the collected bank balances amounted to \$90,617 in deposits, which was fully secured from risk by federal deposit insurance.

5. Budgets

A general fund budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America. More than 15 days prior to the end of the fiscal period, the budget is prepared by function and activity, based on information from the past fiscal period and current fiscal period estimates for the next fiscal year. The District Public Defender then adopts the budget on behalf of the District. Any changes in the budget must be within the revenues and reserves estimated. The final budget for the fiscal year ended June 30, 2017 consisted of the original budget which was adopted by the District Public Defender. That budget was not amended during the fiscal year and it is reflected in the budgetary comparison schedule as part of the Required Supplementary Information.

6. Encumbrance Accounting

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of moneys are recorded in order to reserve that portion of applicable appropriations, is not employed by the District as an extension of formal budgetary integration in the funds.

7. Accounts Receivable

No reserve for uncollectible receivables has been recorded as of June 30, 2017, as all receivables were considered collectible.

8. Capital Assets

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The minimum capitalization threshold is any individual item with a total cost of at least \$500.

The costs of normal maintenance and repairs that do not add to an asset's value or materially extend an asset's useful life are not capitalized. Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Machinery and Equipment

3-7 years

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

9. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

10. Equity Classification

In the government-wide statements, equity is classified as net position and displayed in four components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of net position with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unassigned net position - Consists of all other net position that does not meet either of the above definitions.

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as follows:

- a. Nonspendable – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- b. Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

- c. Committed – amounts that can be used for specific purposes determined by a formal action of District Public Defender, who is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only with approval from the District Public Defender.
- d. Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the District's adopted policy, only the District Public Defender may assign amounts for specific purposes.
- e. Unassigned – includes fund balances which have not been classified within the above categories.

11. Revenues, Expenditures, and Expenses

Program Revenues

Program revenues included in the statement of activities are derived directly from the program itself or from parties outside the District's taxpayers, as a whole; program revenues reduce the cost of the function to be financed from the general revenues.

The District's program revenues include (a) the District's allocable share of statutory court costs, fines, and bond forfeitures collected and disbursed by the courts, sheriff and district attorney within the local judicial district, (b) administrative fees and partial attorney fee reimbursements paid by indigent defendants who are the recipients of services offered by the District, and (c) intergovernmental state grants administered by the Louisiana Public Defender Board and other contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues.

The court costs, fines and bond forfeiture revenues are recorded or accrued as revenues when earned. Interest on interest-bearing deposits is recorded or accrued as revenues when earned. Substantially all other revenues, including the intergovernmental funding and payments from indigent defendants, are recorded when received. Substantially all of the District's revenues are program revenues, except for miscellaneous income and interest earnings which are general revenues.

Program Expenses and Expenditures

The District's primary program expenditures include salaries, retirement, and contract legal services which are recorded when the liability is incurred. Capital expenditures and purchases of various operating supplies are regarded as expenditures at the time purchased.

In the government-wide financial statements, expenses are classified by function. In the fund financial statements, expenditures are classified by character and function.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

12. Subsequent Events

Management has evaluated subsequent events through December 29, 2017, the date the financial statements were issued.

13. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Parochial Employees' Retirement System of Louisiana (PERSLA) and additions to/deductions from PERSLA's fiduciary net position have been determined on the same basis as they are reported by PERSLA. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The PERSLA financial statements were prepared using the accrual basis of accounting. Member and employer contributions are recognized when due, pursuant to formal commitments and statutory requirements. Benefits and refunds of employee contributions are recognized when due and payable in accordance with the statutes governing PERSLA. Expenses are recognized when the liability is incurred, regardless of when payment is made. Investments are reported at fair value on a trade date basis. The fiduciary net position is reflected in the measurement of the District's proportionate share of the plans net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense.

NOTE B -- RECEIVABLES

The following is a summary of accounts receivable for June 30, 2017:

Amounts due from Allen Parish District Attorney	\$ 2,640
Court costs due from Allen Parish Sheriff	8,853
Court costs due from Oakdale City Court	4,356
Intergovernmental	1,350
Other receivables	<u>2,526</u>
Total Receivables	<u>\$19,725</u>

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE C -- CAPITAL ASSETS

A summary of changes in capital assets follows:

	<u>Beginning of Year</u>	<u>Additions</u>	<u>Deletions</u>	<u>End of Year</u>
<u>Governmental Activities:</u>				
Capital Assets:				
Machinery and Equipment	\$ <u>6,144</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>6,144</u>
Less: Accumulated Depreciation:				
Machinery and Equipment	<u>4,087</u>	<u>710</u>	<u>-</u>	<u>4,797</u>
Net Capital Assets – Governmental Activities	\$ <u>2,057</u>	\$ <u>(710)</u>	\$ <u>-</u>	\$ <u>1,347</u>

Depreciation expense in the amount of \$710 was charged to indigent representation in the year ended June 30, 2017.

NOTE D - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District maintains surety bond insurance coverage covering some of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this commercial coverage in the past three years.

NOTE E - PENSION PLAN

All part-time employees and any full-time employees who are not required to participate in a retirement system offered through the District are members of the federal social security system.

Parochial Employees' Retirement System

Plan Description. One employee of the District is a member of the Parochial Employees' Retirement System of Louisiana (PERSLA), a cost-sharing, multiple-employer, defined benefit pension plan controlled and administered by a separate board of trustees. PERSLA offers two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. Eligible employees of the District were members of Plan A during the year ended June 30, 2017.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE E - PENSION PLAN – CONTINUED

Under Plan A, for employees hired prior to January 1, 2007, members with 7 years of creditable service may retire at age 65; members with 10 years of creditable service may retire at age 60; members with 25 years of service may retire at age 55; members with 30 years of service may retire regardless of age. For employees hired after January 1, 2007, Plan A members with 7 years of creditable service may retire at age 67; members with 10 years of creditable service may retire at age 62; members with 30 years of service may retire at age 55. The monthly amount of a member's retirement allowance is equal to three percent of the member's final average compensation multiplied by his/her years of creditable service. However, under certain circumstances, as outlined in the statutes, the benefits are limited to specified amounts. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and survivor benefits, disability benefits, and deferred retirement options. Benefits are established or amended by state statute.

PERSLA issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Parochial Employees' Retirement System (www.persla.org), 7905 Wrenwood Boulevard, Baton Rouge, LA 70809 or by calling (225) 928-1361.

Funding Policy. Contributions to the System include 1/4 of 1% of the ad valorem taxes shown to be collectible by the tax rolls of each parish (and the related state revenue sharing), except Orleans and East Baton Rouge Parishes. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. Plan members are required by state statute to contribute 9.5% of their annual covered salaries under Plan A and the District is required to contribute at an actuarially determined rate. The contribution requirements of plan members and the District are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by an actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The employer contribution rates for Plan A were 12.75% (calendar year 17), 13.00% (calendar year 2016), 14.50% (calendar year 2015) and 16.00% (calendar year 2014).

The payroll for the District employees covered by the System for the year ended June 30, 2017 was \$90,000. The District's total payroll was \$173,723. The District contributed \$11,475, \$10,820 and \$15,597 to the System during the annual fiscal period ended June 30, 2017 and the prior fiscal years ended June 30, 2016, June 30, 2015 respectively. These amounts were equal to the required contributions for each such year.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE E - PENSION PLAN – CONTINUED

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2017, the District reported a liability of \$26,045 for its proportionate share of net pension liability. The net pension liability was measured as of December 31, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participants, actuarially determined. At December 31, 2016, the District's proportion was 0.012646%, which was a decrease of 0.000260% from its proportion of 0.012906% measured as of December 31, 2015.

For the year ended June 30, 2017, the District recognized pension expense of \$15,470. At June 30, 2017, the District recognized deferred outflows of resources and deferred inflows of resources related to pensions from the following:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 4,558
Net difference between projected and actual earnings on pension plan investments	20,212	-
Changes of assumptions	4,945	-
Changes in proportion	997	29
Changes in proportion and differences between District contributions and proportionate share of contributions	-	-
District contributions subsequent to the measurement date (6 months).	<u>5,625</u>	<u>-</u>
Total	<u>\$ 31,779</u>	<u>\$ 4,587</u>

The \$5,625 reported as deferred outflows of resources related to pensions resulting from the District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2018	\$ 8,132
2019	8,663
2020	5,619
2021	(546)
2022	-
Thereafter	<u>-</u>
Total	<u>\$ 21,567</u>

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE E - PENSION PLAN – CONTINUED

Actuarial assumptions. The total pension liability in the December 31, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Valuation Date	December 31, 2016
Actuarial Cost Method	Entry Age Normal
Investment Rate of Return	7.00%, net of investment expense
Expected Remaining Service Lives	4 years
Salary increases	5.25%, consisting of 2.50% (inflation) and 2.75% (merit)
Mortality	RP-2000 Employee Sex Distinct Table (employees) RP-2000 Healthy Annuitant Sex Distinct Tables (annuitants/ beneficiaries) RP-2000 Disabled Lives Mortality Table (disabled annuitants)

The mortality rate assumption used was set based upon an experience study performed on plan data for the period January 1, 2010 through December 31, 2014. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of PERSLA's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a set-back of standard tables. The rest of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

Discount rate. The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from participating employers and non-employer contributing entities will be made at the actuarially determined rates, which are calculated in accordance with relevant statutes and approved by the board of trustees and the Public Retirement Systems' Actuarial Committee (PRSAC). Based on those assumptions, PERSLA's fiduciary net position was projected to be available to make all projected future benefit payments of the current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District's proportionate share of pension liability to changes in the discount rate. The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.00% as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) and one percentage point higher (8.00%) than the current rate:

	1% Decrease <u>(6.00%)</u>	Discount Rate <u>(7.00%)</u>	1% Increase <u>(8.00%)</u>
District's proportionate share of net pension liability	\$77,910	\$26,045	(\$17,809)

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Notes to Basic Financial Statements
For the Year Ended June 30, 2017

NOTE F – GOVERNMENT FUND REVENUES AND EXPENDITURES

For the year ended June 30, 2017, the major sources of governmental fund revenues and expenditures were as follows:

Revenues:

State government		
Grants	\$ 114,847	
Local government		
Statutory fines, forfeitures, fees, and court costs	190,815	
Charges for services	12,963	
Investment earnings	39	
Miscellaneous income	<u>630</u>	
Total Revenues		\$ <u>319,294</u>

Expenditures:

Personnel services and benefits		
Salaries	\$ 173,723	
Retirement contributions	11,475	
Payroll taxes	<u>7,711</u>	
Total personal services and benefits		192,909
Professional development		
Dues, licenses, and registrations	-	
Travel	<u>-</u>	
Total professional development		-
Operating costs		
Contract services - attorney/legal	18,944	
Contract services - other	13,608	
Supplies	1,288	
Utilities and telephone	2,362	
Other	<u>98</u>	
Total operating costs		36,300
Debt service		-
Capital outlays		<u>-</u>
Total Expenditures		\$ <u>229,209</u>

REQUIRED SUPPLEMENTARY INFORMATION

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

Budgetary Comparison Schedule – General Fund

Year Ended June 30, 2017

	Original/Final <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Court costs, fines and forfeitures	\$ 171,000	\$ 190,815	\$ 19,815
Indigents' application/attorney fees	7,000	12,963	5,963
Intergovernmental	116,509	114,847	(1,662)
Interest Income	25	39	14
Miscellaneous income	-	630	630
TOTAL REVENUES	294,534	319,294	24,760
EXPENDITURES			
Current			
Bank service charges	-	98	(98)
Computer/IT services	1,200	-	1,200
Contract services – attorney/legal	33,000	18,944	14,056
Court translator	3,000	-	3,000
Dues and legal subscriptions	2,900	-	2,900
Expert Witnesses	7,500	-	7,500
Insurance	750	-	750
Investigators	1,000	-	1,000
Litigation support/clerical	5,000	5,446	(446)
Office expense/supplies	500	1,288	(788)
Payroll taxes	7,200	7,711	(511)
Professional fees	8,000	8,162	(162)
Retirement	13,000	11,475	1,525
Salaries	178,200	173,723	4,477
Seminars	1,000	-	1,000
Telephone	2,000	2,362	(362)
Travel	800	-	800
Capital outlays	1,500	-	1,500
TOTAL EXPENDITURES	266,550	229,209	37,341
EXCESS (DEFICIENCY) OF REVENUES (UNDER) EXPENDITURES	27,984	90,085	62,101
FUND BALANCE - BEGINNING	133	133	-
FUND BALANCE - ENDING	\$ 28,117	\$ 90,218	\$ 62,101

See independent accountants' review report.

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

General Fund
Schedule of District's Proportionate Share of
Net Pension Liability
Parochial Employees' Retirement System of Louisiana (PERSLA)

Last 10 Fiscal Years

Fiscal Year Ended December 31:	2016	2015	2014	2013	2013	2012	2011	2010	2009	2008
District's proportion of the net pension liability (asset)	0.012646%	0.012906%	0.024458%	0.025490%	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable
District's proportionate share of the net pension liability (asset)	\$26,045	\$33,972	\$6,687	\$1,811	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable
District's covered-employee payroll	\$90,000	\$78,500	\$102,200	\$138,400	\$138,400	\$138,400	\$136,300	\$125,000	Unavailable	Unavailable
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	28.94%	43.28%	6.54%	1.31%	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable
Plan fiduciary net position as a percentage of the total pension liability	94.15%	92.23%	99.15%	99.77%	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable	Unavailable

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana

General Fund
Schedule of District's Pension Plan Contributions

Parochial Employees' Retirement System of Louisiana (PERSLA)

Last 10 Fiscal Years

Fiscal Year Ended June 30:	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Contractually required contribution	\$11,475	\$ 10,820	\$ 15,597	\$ 22,922	\$ 22,490	\$ 21,798	\$ 21,467	Unavailable	Unavailable	Unavailable
Contributions in relation to the contractually required contribution	<u>(11,475)</u>	<u>(10,820)</u>	<u>(15,597)</u>	<u>(22,922)</u>	<u>(22,490)</u>	<u>(21,798)</u>	<u>(21,467)</u>	Unavailable	Unavailable	Unavailable
Contribution deficiency (excess)	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	Unavailable	Unavailable	Unavailable
District's covered-employee payroll	\$90,000	\$78,500	\$138,400	\$138,400	\$138,400	\$138,400	\$136,300	\$125,000	Unavailable	Unavailable
Contribution as a percentage of cover-employee payroll	12.75%	13.78%	15.26%	16.56%	16.25%	15.75%	15.75%	Unavailable	Unavailable	Unavailable

33rd JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Allen Parish, Louisiana
General Fund

Notes to Required Supplementary Information
for the Year Ended June 30, 2016

Parochial Employees' Retirement System of Louisiana (PERSLA)

Differences between Expected and Actual Experience. Differences between expected and actual experience with regard to economic or demographic factors in the measurement of total pension liability were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

Differences between Projected and Actual Earnings. Differences between projected and actual investment earnings on pension plan investments were recognized in pension expense using the straight-line amortization method over a closed five-year period.

Changes in Assumptions. The changes of assumptions about future economic or demographic factors were recognized in pension expense using the straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the pension plan.

Changes in Proportion. Changes in the District's proportionate share of the collective net pension liability and collective deferred outflows of resources and deferred inflows of resources since the prior measurement date were recognized in the District's pension expense/(benefit) using a straight-line amortization method over a closed period equal to the average of the expected remaining service lives of all employees that are provided pensions through the pension plan.

OTHER SUPPLEMENTARY INFORMATION

33RD JUDICIAL DISTRICT INDIGENT DEFENDER FUND
Schedule of Compensation, Benefits and Other Payments to
Chief Executive Officer
For the Year Ended June 30, 2017

Chief Executive Officer: Chad B. Guidry – District Public Defender:

<u>Purpose</u>	<u>Amount</u>
Salary	\$90,000
Benefits-insurance	-0-
Benefits-retirement	11,475
Benefits-cell phone	-0-
Car allowance	-0-
Vehicle provided by government	-0-
Per diem	-0-
Reimbursements	-0-
Travel	-0-
Registration fees	-0-
Conference travel	-0-
Continuing professional education fees	-0-
Housing	-0-
Unvouchered expenses	-0-
Special meals	-0-

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Member
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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

December 29, 2017

THIRTY-THIRD JUDICIAL DISTRICT INDIGENT DEFENDER FUND

P. O. Box 399
Oberlin, Louisiana 70655

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by management of the Thirty-Third Judicial District Indigent Defender Fund (District) and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the District's compliance with certain laws and regulations during the year ended June 30, 2017 included in the accompanying *Louisiana Attestation Questionnaire*. Management of the District is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year ended June 30, 2017 for material and supplies exceeding \$30,000, or public works exceeding \$152,550, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2296 (the public bid law) or LSA-R.S. 39:1551-39:1775 (the state procurement code), whichever is applicable.

We reviewed all disbursements made during the current fiscal period. There were no disbursements in excess of \$30,000 for materials and supplies made during the year ended June 30, 2017. There were no disbursements in excess of \$152,550 for public works made in the year ended June 30, 2017.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

The District has no local oversight board. Management provided us with the required lists with regard to the employees.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

Not applicable insofar as no board members are appointed (see response to No. 2 above). However, none of the employees obtained on the list from procedure (3) were included in the list from procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget. There was no budget amendment made during the year ended June 30, 2017.

6. Trace the budget adoption and amendments to the minute book.

The budget was timely adopted and approved by the District Public Defender, who does not maintain any minutes.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more, or if actual expenditures exceed budgeted expenditures by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues were exceeded by budgeted revenues by 5% or more. Actual expenditures did not exceed budgeted expenditures by 5% or more.

Accounting and Reporting

8. Randomly select six disbursements made during the period under examination and:

- a. trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that each payment was for the proper amount and made to the correct payee.

- b. determine if payments were properly coded to the correct fund and general ledger account; and

Each of the payments was properly coded to the correct fund and general ledger account.

- c. determine whether payments received approval from proper authorities.

The payments received proper approvals.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:11 through 42:28 (the open meetings law).

The District has no local oversight board and hence has no board meetings for which minutes could be maintained or for which meeting agendas were required to be posted.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We examined all bank deposits recorded in the District's records for the period under examination and determined that no deposits appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. Examine payroll records for the year ended June 30, 2017 to determine whether any payments have been made to employees, which may constitute bonuses, advances, or gifts.

Our review of the District's records indicated no payments to employees that may constitute bonuses, advances or gifts.

Prior Comments and Recommendations

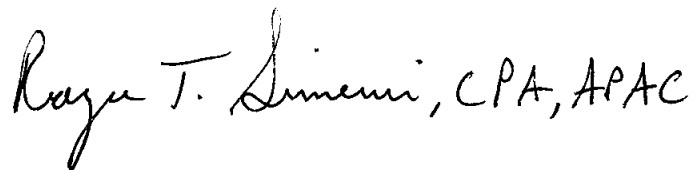
12. Review any prior year suggestion, recommendation, and/or comments to determine the extent to which such matters have been resolved.

Our prior period report, dated December 31, 2016 did not include any comments or unresolved matters.

We were not engaged to perform, and did not perform, an audit, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Thirty-Third Judicial District Indigent Defender Fund and the Louisiana Legislative Auditor, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statutes 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Royce T. Scimemi, CPA, APAC



ALLEN PARISH INDIGENT DEFENDER FUND

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

8-31-17 (Date Transmitted)

Royce T. Scimemi, CPA, APAC
Attention: Mr. Royce T. Scimemi
Post Office Box 210
Oberlin, LA 70655

In connection with your review of our financial statements as of June 30, 2017 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of this 31st August day of July, 2017 (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No ☐

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes ☒ No ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance that may occur subsequent to the issuance of your report.



Chad Guidry



Date